



PROJECT NOTIFICATION – REQUEST FOR BIDS STANDING SEAM METAL ROOF SYSTEM

The City of Waterville Department of Public Works is accepting sealed bids at the Office of the Director of Public Works, 6 Wentworth Court, Waterville, Maine until **10:00 AM EST, on Tuesday, August 26, 2014** at which time and place the bids will be publicly opened and read. All bids shall be submitted in a sealed envelope, plainly marked **"Standing Seam Metal Roof System – Operations & Maintenance Facility"**. For further information, contact Robert Gilchrist, Projects Manager, at 680-4744 or go to <http://www.waterville-me.gov/departments/pw/content/1120/current-project-bids.php>.

INSTRUCTIONS TO BID PARTICIPANTS

1. Proposals

Proposals must be made upon the forms provided herein, with the Bid amount both written and shown in figures, and all other data required submitted. The Proposal must be enclosed in a sealed envelope marked as specified in the Notice to Bidders for such Bid and clearly indicating the name and address of the Bidder and must be received by the Office of the Director of Public Works, 6 Wentworth Court, Waterville, Maine no later than the time and date specified in the Notice to Bidders. At such specified time, Proposals shall be publicly opened and read aloud.

2. Basis of Proposals

Proposals are solicited on the basis of unit price(s) and/or lump sum(s), as specified on the Proposal form. The City of Waterville (also referred to as "Owner"), reserves the right to accept any bid, to reject any or all bids, to waive any irregularities in the bids and to select the bid considered the most responsible and advantageous to the City.

3. Comparison of Bids

In comparing Bids, consideration shall be given to the time proposed for completion of the Contract, qualifications of Bidder, price differentials, alternate proposals for the alternate items listed in the Proposal (if applicable) and any other pertinent factors. The Owner reserves the right to make an award to the Bidder whose Proposal is deemed to be in the best interest of the Owner.

4. Completion Deadline

Time is of primary consideration in the performance of the Contract, and each Bidder, by submitting a proposal certifies his/her acceptance of the time allowed by the Contract for the completion of the work specified. ***Deadline for completion of this project is October 31, 2014.***

5. Indemnification

The Contractor shall save and hold harmless the City and its employees from and against all claims, damages, losses, or expenses, including attorney's fees, arising out of or resulting from the performance of the work; provided that any such claim, damage, loss or expense is caused in whole or in part by any negligent or willful act or omission of the contractor, subcontractor, employee or anyone under their direction. The Contractor shall at his/her own expense, defend any and all such actions and shall pay all attorney's fees, costs, and expenses pertaining thereto.

6. Insurance

Insurance in the amounts required by the City and their insurance carrier as specified in SECTION 1C, contained herein, as GENERAL SPECIFICATION. The successful bidder shall be required to furnish Insurance Certificates.

7. Permits and Local Codes

The Owner shall procure any required permits. The Contractor shall obtain, at his/her expense, all other required local construction permits and shall comply with local building code and inspection requirements.

8. Qualifications of Bidders

It is the intention of the Owner to award the Contract to a Bidder fully capable, both financially and with regard to experience, to perform and complete all work in a satisfactory and timely manner. Evidence of such competency must be furnished on the forms included in the proposal, listing projects of similar capacity and difficulty, scope of work and size which the Bidder has satisfactorily undertaken and completed. With this being in perspective, the Proposal calls for at least three (3) verifiable references, using specific names of persons to contact concerning the Contractor's ability to do this particular class of work. References from other municipal or government agencies are encouraged and preferred.

9. Interpretation of Documents

If any Bidder is in doubt as to the true meaning of any part of the Plans, Specifications or any other portion of the Contract Documents, he/she may submit to the Owner a written request for an interpretation thereof. Any interpretation made in response to such a query shall be made only by Addendum, duly issued, and a copy of such Addendum shall be mailed or duly delivered to each prospective Bidder. The Owner shall not be responsible for any other explanation or interpretation of the Contract Documents. Alternative proposals that are suggested by bidders will be given consideration, if presented before the bid opening. If accepted, an addendum will be issued and sent out to all potential bidders, so that they may bid on the alternatives that have been identified.

10. Execution of Contract – Notice to Proceed

The successful Bidder to whom an award is made shall receive a Notice to Proceed within ten (10) business days after receipt of a bid proposal and approval by the City Council.

11. Bidder Responsibility for Conditions of Work and Site

The Bidder, or his/her representative, shall make personal investigation of the site of work and of existing structures and shall determine to his/her own satisfaction the conditions to be encountered, the nature of the ground, the difficulties involved in making connections to existing structures and appurtenances and any and all other factors affecting the work proposed under the Contract. It is understood that the Bidder to whom the Contract is awarded shall not be entitled to any additional compensation by reason of conditions being different from those anticipated or by reason of his/her failure to fully acquaint himself/herself with the conditions at the site affecting the work of the Contract.

12. Changes in Work

If any change is required to be made in the work of the Contract, a payment adjustment and change in scope of work shall be summarized on an applicable Change Order Form prepared by the Owner and signed by representatives of the Owner and the Contractor.

GENERAL SPECIFICATIONS STANDING SEAM METAL ROOF SYSTEM

The City of Waterville (hereinafter City) is requesting bid proposals for the supply and installation of a standing seam metal roof system on Building #1 (Operations & Maintenance Facility), located at 6 Wentworth Court, Waterville, Maine – Total Coverage Area +/- 7,000 Sq. Ft. Color to be selected by the City's Project Representative. See attached roof diagram.

SECTION 1 – GENERAL

DESCRIPTION OF WORK

A. General:

Furnish all labor, material, tools, equipment and services for all preformed work.

The Metal Roofing Contractor will provide all components required for a complete metal roofing system to include panels, panel clips, trim/flashing, step out molding, drip edging, fascia, ridge, closures, sealants, fillers and any other required items. Minimum Standard Requirements:

Metal Roof Panel:

- a. Minimum Profile: 1 1/2 inch high rib x 20 inch wide panel.
- b. Seam Type: Interlocking / Snap Connection
- c. Minimum Thickness: Panel to meet all specified design loads, but not less than 0.023 inches (24 Gauge).

Panel Base Material:

- a. Galvanized steel sheet, G90, conforming to ASTM A653
- b. Smooth texture.

Finish:

- a. Factory Color Finish:
Fluor-polymer, or equivalent, coating produced with minimum 70% PVDF resin.

B. Contractor's Qualifications:

Contractor shall have a minimum of three years experience in installation of metal roofing systems. All materials specified in this document shall be produced in a permanent factory environment with fixed-base production and manufacturing equipment.

C. The Installer shall meet the following minimum criteria:

- a. Maintain minimum \$1,000,000 general liability coverage for each loss –

City of Waterville named as additional insured.

- b. Maintain sufficient worker's compensation coverage, as mandated by State law.
- c. Have no viable claims pending regarding negligent acts or defective workmanship on previously performed or current projects.
- d. Have not filed for protection from creditors under any state or federal insolvency or debtor relief statutes or codes.
- e. The roofing company foreman shall have received specific training in the proper installation of the specified system and will be present to supervise whenever material is being installed.
- f. Have installed five projects of similar scope and magnitude that have been in service for a minimum of two years with satisfactory performance of the roof system.

D. Installation quality control:

1. The contractor shall provide quality control inspections at the following stages of installation:
 - a. Initial inspection prior to installation of roof system materials. The purpose of this inspection is to review and verify substrate installation, review installation procedures and determine the scheduling of the intermediate inspections.
 - b. Intermediate inspections will include the review of the installed product in compliance with the manufacturer's recommended installation procedures.
 - c. Final Inspection & Certification at the completion of the installed roofing system.

SUBMITTALS

A. Physical Samples:

1. Submit samples and color chips for all proposed finishes or materials.
 - a. Submit one 6-inch long sample of panel, including clips.

B. Installation contractor's qualifications:

- a. Submit a short summary of the installer's qualifications and experience in recent projects performed in the State of Maine. Please furnish three (3) verifiable references.

PRODUCT DELIVERY, STORAGE AND HANDLING

A. Delivery:

1. Deliver roofing system materials to job site properly packaged to provide protection against transportation damage and weather.

B. Handling:

1. Exercise extreme care in unloading, storing and installing roofing system to prevent bending, warping, twisting, cutting and surface damage.

C. Storage:

1. Store all material and accessories above ground on well supported platforms. Store under waterproof covering, if long term. Provide proper ventilation of metal roofing system to prevent condensation build-up between each panel and trim/flashing component.

SECTION 2 – PROJECT EXECUTION & PERFORMANCE

SURFACE CONDITIONS

A. Examination:

1. If applicable, the Contractor shall verify installed work of other trades that such work is complete to a point where the roofing system installation may commence.
2. Verify that the substructure installation is in accordance with acceptable minimum design standards. This specifically includes verifying that secondary structural members and/or decking are installed to meet performance requirements. Coordinate with project representative to ensure that the substructure is installed to accommodate the appropriate clip spacing.

B. Discrepancies:

1. In event of discrepancy, notify the Department of Public Works project representative.
2. Do not proceed with installation until any discrepancies have been resolved.

INSTALLATION

- A. Install the Standing Seam Metal Roof System in accordance with manufacturer's instructions and approved installation standards.
- B. Install the Standing Seam Metal Roof System so that it is weather tight and allows for thermal variances.
- C. Prior to metal roof installation, install Ice & Water Shield® underlayment or equivalent covering minimum 8' perimeter of roof area.
- D. Install snow and ice guard rails on north side of building.
- E. Comply with Standing Seam Metal Roof System Manufacturer's approved installation instructions and recommendations for installation.

CLEANING, PROTECTION

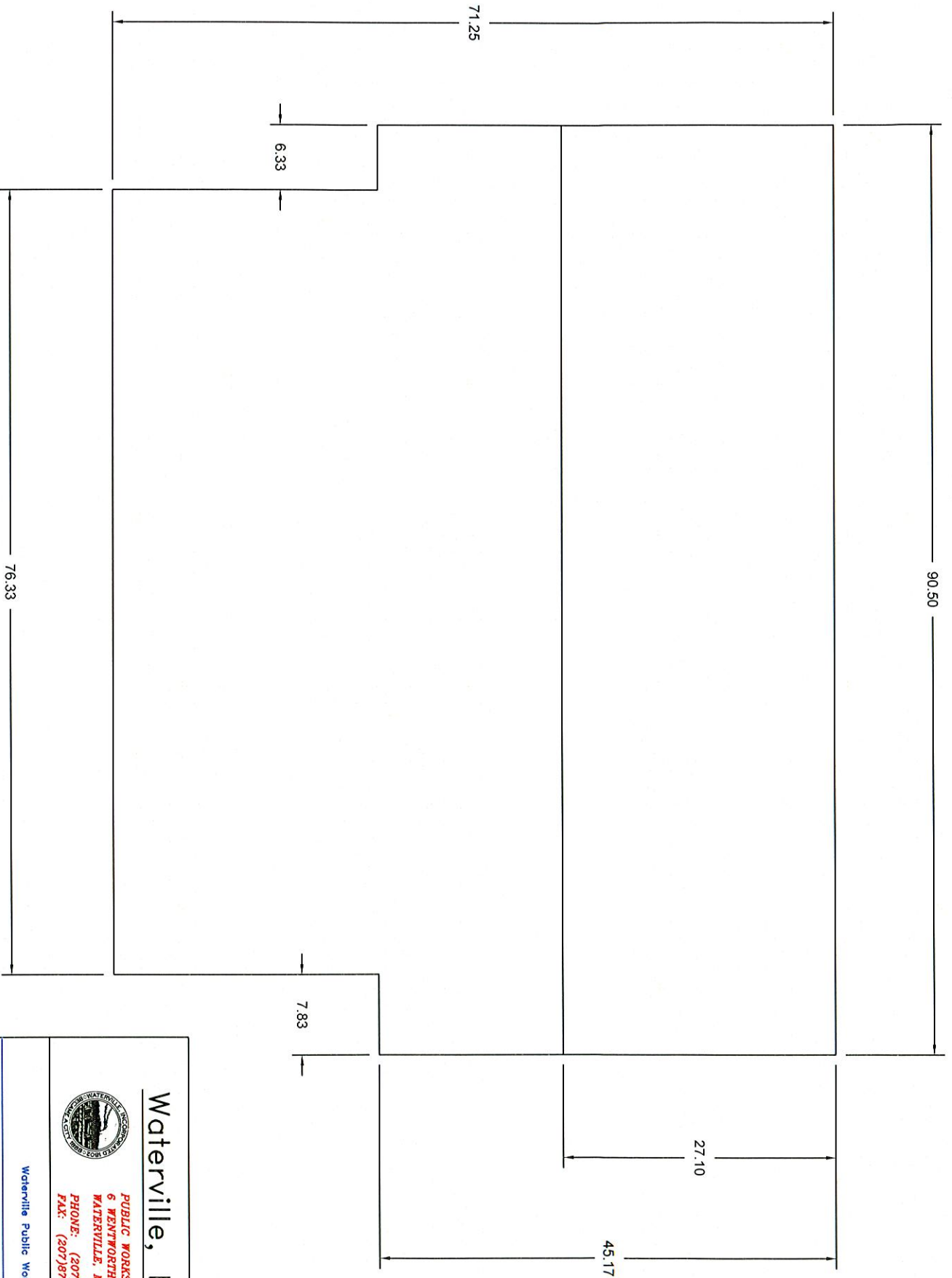
- A. Dispose of excess roofing materials and remove debris from site.
- B. Clean work site in accordance with industry recommendations.
- C. Protect work against damage until final acceptance. Replace or repair to the satisfaction of the Department of Public Works project representative any work that becomes damaged prior to final acceptance.

COMPLETION DATE

- A. All work shall be completed by October 31, 2014.

WARRANTY

- A. Upon completion of work, furnish all written warranties and guarantees.



PUBLIC WORKS DEPARTMENT
6 NORTHEAST CORNER
WATERVILLE, ME 04901
PHONE: (207)877-7530
FAX: (207)877-7532

Waterville Public Works

Roof Dimensions

Building 1
Planor View
7/18/2014

BID SUBMITTAL FORM

It is hereby declared that the below unit and/or lump sum prices shall include all labor, materials, overhead, profit, insurance, etc., to cover the finished work as specified, and the Bidder agrees to perform all of the work described in the Specifications and/or shown on the Plans for the following unit prices:

1. Standing Seam Metal Roof System Installation - Operations & Maintenance Facility

Lump Sum Total: \$ _____

(as written)

_____ and _____ /100

RESPECTFULLY SUBMITTED,

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE # _____ FAX # _____

Authorized Signature _____

Print or Type Name and Title _____

Authorized Signature _____

Print or Type Name and Title _____